

Relationships with Staff and Volunteers

With respect to relationships with staff and volunteers, the Superintendent shall not cause or allow conditions, procedures, actions or decisions which are unlawful, unethical, inequitable, unsafe, disrespectful, disruptive, undignified or in violation of Board policy.

Accordingly, the Superintendent shall not:

1. Fail to set expectations around accepted business and professional ethics.
2. Fail to establish expectations to ensure an organizational culture that conforms with the following values:
 - a. Open, honest and effective communication in all written and interpersonal interactions.
 - b. Respect for others and their opinions.
 - c. Focus on common organizational goals as expressed in Results policies established by the Board.
 - d. Appropriate confidentiality.
 - e. Commitment to the integrity and the positive image of the district, its leaders and staff.
3. Fail to establish and maintain policies and procedures to ensure organizational compliance with applicable federal and state laws.
4. Fail to implement a reasonable process to address employee actions that do not meet expectations, or adhere to legal requirements or District policies or procedures.
5. Fail to make reasonable background inquiries or checks prior to hiring any paid personnel or utilizing school volunteers.
6. Fail to use a well-defined system to recruit and select the most highly qualified and best-suited candidates for employment.
7. Operate without written personnel policies which:
 - a. Clearly state personnel rules and procedures for staff.
 - b. Provide for effective handling of complaints.
 - c. Include adequate job descriptions for all staff positions.
 - d. Include an effective personnel performance evaluation system.
 - e. Include salary and compensation plans that comply with state law.
 - f. Protect against sexual harassment and a hostile environment.
 - g. Protect against illegal discrimination.
8. Fail to protect confidential information in personnel matters.
9. Fail to honor the terms of negotiated agreements with staff.
10. Fail to provide staff with an opportunity to become familiar with the provisions of this policy.

Monitoring Method: Internal Report
Monitoring Frequency: Annually